

INVITATION TO BID

The Department of Public Works invites interested parties to submit sealed bids to procure **one (1), 8 feet wide by 20 feet long Mobile Office Trailer**. Bids may be mailed, or delivered in person to the following address to arrive by the bid closing date and time; **165 Capitol Avenue, Room 460, Hartford, CT 06106; Attention: Mr. Stephen J. Bobala. Bids are due on November 1, 2004,-10:00 AM.** Late bids will not be accepted and will be returned to bidder unopened. Extensions will not be granted. and will be publicly open and read immediately thereafter at the usual place of meeting, tabulated, and results made available immediately. Bids must be submitted in a sealed envelope, clearly marked with the appropriate project name, date, time of bid opening, and name and address of bidder. All pages of this Invitation & bid Form must be submitted with your bid. Telegraphic and telephonic bids will not be accepted under any circumstances.

The Mobile Office Trailer and all accessories must meet all current building/fire/safety and ANSI codes of the State of Connecticut at the time of delivery. Additional specifications consist of the following:

The Structural Support shall require:

- I-beam outrigger chassis frame with main support beams to be a minimum of 8" 6.34# per linear foot rolled I-beam;
- 1-1/4" steel external tie-down straps;
- Provide 6,000 lb axles, trailer brakes, detachable hitch and tires. All equipment shall be left with the mobile office unit;
- Provide towing hitch. Location of hitch to be on the west side with entrance door facing the south.

The Floor System shall require:

- 2x6 #2 or better SPF floor joists spaced 16" on center running traverse to structural support I-beam;
- Minimum 6" JR I-beam outrigger chassis frame;
- 5-1/2", R-19 fiberglass batt insulation;
- Bottom enclosure to be .040 thickness asphalt impregnated kraft paper with vermin barrier;
- 1/8" thick vinyl composition floor tile;
- 5/8" tongue & groove plywood decking glued and nailed.
- Pre-constructed stairs, including landing with railings.

The Wall System framing shall require:

- 2x4 #2 or better SPF 16" on center;
- Height minimum is 8'-0";
- Insulation minimum shall be 3-1/2", R-11, kraft faced fiberglass batts;
- Panel walls shall be 1/4" wood-grain;
- Exterior siding shall be .09" thick vertical crimp aluminum siding with a baked tan colored enamel finish;
- Exterior vinyl skirting, vented to manufacturer recommendations;
- Siding shall be installed over 3/8" CDX plywood or oriented strand board.

The Roof System shall require:

- Minimum bow pitch rafters 16” on center. Roof to slope a minimum of 1/8” per linear foot to module side walls;
- Ceiling shall be ½” white pre-finished gypsum board with no exposed fasteners @ 8’ AFF;
- Roof insulation shall be R-19 unfaced fiberglass batts;
- Roof sheathing shall be 3/8” CDX plywood;
- Roof finish shall be 30GA galvanized steel with seams and edges sealed;
- One-piece aluminum rain gutter with two down spouts provided along side the exterior door.

Doors and Hardware shall require:

- The main entry door shall be 36”x 80” reinforced fiberglass with an aluminum jamb with double pane insulated vision panel;
- Hardware shall include an ADA approved-keyed lever lock, and closer;
- Bathroom door shall be 24”x 80” hollow core wood with privacy lock set.

Windows to be provided shall be six (6) vinyl framed 46”x 27” horizontal sliding double pane insulated glass with screens and 1” mini blinds. Windows shall be located on both ends with two on the south wall and two on the north wall.

Lighting shall include:

- Exterior door shall have manufacturer standard egress lighting;
- Interior lighting shall be three 12”x 48” twin-tube fluorescent type with prismatic lens. Provide ceiling or wall type lighting in toilet room. Minimum lighting level shall be 50-foot candles through out all work areas.
- Wall switch lighting throughout. Receptacles and switches shall be installed per code.

The Toilet Room shall be waterless supplied and include:

- Provide knockout hole for a typical toilet;
- Stainless steel bathroom mirror 16” X 36” minimum;
- Provide through-roof exhaust fan;
- Single roll chrome plated bathroom toilet tissue dispenser;
- Bathroom dry-towel hand dispenser;
- Provide a vanity cabinet for storage.

Electrical:

- Provide and install 100 amp, 120 volt single phase, minimum 16 space load center service;
- Provide and install single phase 120 volt power out let for TV, Voice/Data, Fax machine, toilet room, security system, 5,000 BTU wall mounted air conditioner, two electric baseboard heaters with all associated conduits and wiring per National Electric Code and life safety code.
- Provide and install 120 volt single phase exterior locking-type, waterproof receptacle for future portable generator connection. Locations to be determined by owner

- Provide and install interior 100A,120volt , single phase manual transfer switch with all required wiring and conduits between manual transfers switch, exterior generator's outlet and load center panel.
- Electrical conduit for service shall be stubbed off at trailer for service connection;
- Provide and install wall modular jack for phone, fax machine, security (camera), voice/data and internet as required. Coordinate location with owner prior to installation.

Interior

- Provide one built-in desk with file cabinet and overhead shelf on the west wall.

HVAC:

- Provide one wall-mounted 5,000 BTU air conditioner;
- Heating shall consist of two electric baseboard heaters wired to panel.

Warranty:

- The mobile office and all allied equipment shall be covered under manufacturer's standard warranty. The vendor shall warranty installation of mobile office for a period of one year from date of installation.

Re-leveling of mobile office:

- Included in the bid price shall be one re-leveling of the mobile office if necessary. This procedure will take place within one year of the original set-up date.

Scope of Work:

- A. Deliver and install mobile office, including stair unit, as specified to Brookfield, CT. Specific location to be determined upon award of purchase.
- B. Delivery and leveling of mobile office on the site. Provide and install all necessary blocking to level the trailer. All blocking shall be placed on recommended 2'X 2' reinforced concrete pads.
- C. The mobile office shall be tied down to meet or exceed all manufacturers, state, and federal specifications. All tie downs used shall be certified by industries engineered stamp.

Options:

- A. Provide an 8000 lb axle

Not Included:

- Power service to mobile office
- Phone service
- Cable/TV hookup by others
- All security system hookups will be by owner
- Other furniture to be included by owner
- Toilet and fixtures

Client Agency Contact:

Lieutenant Gregory Chelso
Department of Public safety
111 Country Club Road
Middletown, CT 06457
ph: 203-805-6587
fax: 860-231-9399
cell: 203-509-9575

Bona fide contract bidders may secure copies of the contract bidding documents from:

Mr. Stephen J. Bobala, APM
DPW-General Government/Judicial Team
165 Capitol Avenue, Rm. #460
Hartford, CT 06106
ph: 860-713-5942
fax: 860-713-7270
e-mail: stephen.bobala@po.state.ct.us

The Bid shall be submitted on the specified form furnished with the set of bid documents. The bid shall be accompanied by a bid bond (10% of bid price) that shall meet the requirements of local, state and federal rules, laws, and regulations.

Upon bid approval, the vendor shall have 30-days to deliver and install the mobile office to the site.

The said State of Connecticut, Department of Public Works reserves the right to waive informalities and to accept or reject any and all or parts of any and all bids.

No bids may be withdrawn for at least 60 days after the scheduled closing times for receipt of bids.